

Bylaws of the North Carolina Youth Soccer Association

Part I—General Provisions

Bylaw 101. Name

This organization shall be known as the North Carolina Youth Soccer Association, Inc., (hereinafter referred to as the NCYSA.)

Bylaw 102. Purpose and Responsibilities

Section 1. Purpose

Having been established as a non-profit corporation organized and existing under the laws of the State of North Carolina, it shall be the purpose of the NCYSA to foster the physical, mental, and emotional growth of amateur youth in the State of North Carolina, regardless of race, gender, religion, color, ethnic heritage, or ability, through the sport of soccer at all levels of age and competition by establishing programs and activities that focus on the development, promotion, teaching, and administration of the game of soccer among amateur youth.

(Definition: A youth is one who has not reached the age of nineteen (19) years prior to August 1st immediately preceding the start of any seasonal year. A youth who reaches their nineteenth (19th) birthday on or after August 1st of the current seasonal year shall be allowed to complete the seasonal year.)

Section 2. Responsibilities

Through programs and activities, it shall be the responsibility of the NCYSA to:

- a) promote wholesome community spirit and friendship among all people, and especially among amateur youth;
- b) educate children, adults and other soccer organizations in the playing, coaching, refereeing, teaching and administering of the game of soccer;
- c) establish state goals for youth soccer activities and encourage and promote the attainment of those goals;
- d) act as the coordinating body for youth soccer in the state of North Carolina and to administer the soccer programs and activities of the NCYSA;
- e) exercise jurisdiction over its members, including, but not restricted to, leagues, associations, clubs and teams as well as associated individuals such as players, coaches, referees, and administrators;
- f) establish uniform rules and regulations applicable to youth soccer competition in the State of North Carolina consistent with the principles and laws of the Federation International de Football Association (FIFA - the world governing body of soccer); the Confederation of North, Central American and Caribbean Association Football (“CONCACAF”) and those of the United States Soccer Federation (the national governing body for soccer, affiliated with FIFA); United States Youth Soccer Association (USYSA - an affiliate of the United States Soccer Federation);
- g) develop the game of amateur youth soccer in non-affiliated areas within the state of North Carolina;
- h) promote programs for membership;
- i) administer and conduct statewide soccer competition at all levels of amateur youth soccer;

- j) provide for the swift and fair resolution of conflicts and disputes involving member associations and their membership;
- k) encourage, support, and coordinate research, development, and dissemination of technical information on physical training, equipment, coaching, performance, and safety as these pertain to amateur youth soccer;
- l) encourage and provide assistance to amateur youth soccer programs and competition for youth with special needs, including, where feasible, the expansion of opportunities for meaningful participation by youth with special needs in programs of amateur youth soccer for able-bodied individuals;
- m) encourage and provide assistance to amateur youth soccer of racial and ethnic minorities, for the purpose of eliciting the participation of such minorities in amateur youth soccer activities in which they are under-represented;
- n) develop for the State of North Carolina the most competent amateur youth soccer representation possible in the State Select program
- o) represent the State in all matters of organized youth soccer with regard to the USYSA, the USSF and other interested parties; and undertake any other lawful purpose that NCYSA may choose to engage in.

Bylaw 103. Affiliation

Section 1. Affiliation

The NCYSA shall be affiliated as a State Association member with the United States Soccer Federation (USSF) and with the United States Youth Soccer Association (USYSA) and will comply with the Bylaws of both organizations and all statutes, regulations, directives and decisions of FIFA and CONCACAF, to the extent permissible under applicable statutes of the State of North Carolina.

Section 2. Rights of the NCYSA

Affiliation with USSF and USYSA notwithstanding, the NCYSA:

- a) shall remain affiliated only if it is a voting member with full privileges;
- b) shall remain affiliated only under the condition that it retains complete control over the revenue that it generates and over management of its expenditures and budget; and
- c) shall remain affiliated only if it retains the right, entirely on the basis of its own decision, to withdraw its membership in USSF and USYSA at the end of any fiscal or membership year.

Section 3. USSF Compliance

To the extent permissible under Bylaw 103, Section 1 the NCYSA will comply with USSF Bylaw 213, and all statutes, regulations, directives and decisions of FIFA and CONCACAF, as follows:

- a) The membership of the NCYSA and that of its member associations shall be open to any youth amateur soccer player, coach, trainer, manager, administrator, and official not subject to suspension under USSF Bylaw 241, Section 4, and to any amateur youth soccer organization in its territory; and except for a National Association, the membership of the NCYSA and its member organizations shall be open to any amateur soccer organization in its territory.
- b) The NCYSA shall have a Executive Board of Directors selected through an open and democratic election process.
- c) The member associations of the NCYSA shall have a Board of Directors (or similar body) selected through an open and democratic election process.
- d) The NCYSA will not discriminate against any individual on the basis of race, color, religion, age, sex or national origin.

- e) The USSF Articles of Incorporation, Bylaws, policies, and requirements take precedence over and supersede the governing documents and decisions of the NCYSA and its members to the extent applicable under state law, and the NCYSA and its members will abide by those Articles, Bylaws, policies, and requirements.
- f) The NCYSA will comply with the Amateur Sports Act.
- g) The NCYSA will not join any organization that has requirements that conflict with the Articles of Incorporations, Bylaws, policies, and requirements of the USSF.
- h) The NCYSA shall register all of its players, coaches, teams, referees and administrators with the USSF at least once each year and shall pay all dues and fees of the USSF in a timely fashion.
- i) The NCYSA and its members shall abide by the requirement of the USSF on interplay.
- j) The NCYSA shall have a Board of Directors (or similar body) selected through an open and democratic election process.
- k) Actions and policies adopted by the NCYSA Board of Directors, Executive Board of Directors, or officers of the NCYSA shall be reported to its membership, or their authorized representatives, at least once each year at a meeting of the NCYSA, with proper notice and agenda of the meeting at least 15 days in advance of the meeting.
- l) The NCYSA shall provide to the Secretary General of the USSF an annual report on the activities of the NCYSA and most current annual financial statements within 90 days after the start of the seasonal year of the USSF.
- m) The NCYSA shall:
 - 1. provide annually to the USSF copies of the Articles of Incorporation, Bylaws, Rules and operating guidelines;
 - 2. submit changes to those documents to the USSF for approval not later than 90 days after adoption; and,
 - 3. make copies of those documents available to its members.
- n) The NCYSA will provide equitable and prompt hearing and appeal procedures to guarantee the rights of the individuals to participate and compete. Those procedures shall include that all grievances involving the right to participate and compete in activities sponsored by the USSF and the NCYSA and its members may be appealed to the USSF's Appeals Committee that shall have the jurisdiction to approve, modify, reverse a decision.
- o) The NCYSA shall maintain its tax exempt status under the Internal Revenue Code.
- p) The NCYSA shall adopt policies prohibiting sexual and physical abuse that meet certain minimum criteria established by the USSF (subject to any contrary requirements contained in state or local law applicable to the NCYSA).
- q) The NCYSA shall allow the USSF to review the documents and procedures of the NCYSA on request of the USSF not less than once every four (4) years in order to determine compliance with the Bylaws of the USSF (specifically Bylaw 213).

Bylaw 104. Seasonal and Fiscal Year

Section 1. The seasonal year of the NCYSA shall begin on September 1st and end on August 31st of the next year. Insurance coverage shall be for the same period.

Section 2. The fiscal year of the NCYSA shall begin at 12:01 a.m. on July 1st and end at 11:59 p.m. on June 30th of the following year. All financial rules and regulations are in effect for the twelve months of the fiscal year.

Bylaw 105. Parliamentary Authority

Except as otherwise provided for in these bylaws, all meetings of the NCYSA shall be conducted in accordance with the latest authorized edition of Robert's Rules of Order.

Part II—Membership

Subpart A--General

Bylaw 201. Eligibility

Section 1. Membership in the NCYSA shall be upon approval by the NCYSA Board of Directors, and shall be open to any person and organization who support the purpose of NCYSA regardless of race, gender, religion, color, national origin, or ability, provided that such person is not barred from participation by the NCYSA, any of its affiliated associations, the USSF, or the USYSA; and as a member, shall enjoy all rights and privileges as set forth in the NCYSA Articles of Incorporation, Bylaws, Rules and other operating guidelines.

Section 2. Membership shall consist of:

- a) individual players, parents/guardians, coaches, referees, administrators, and officials affiliated with the NCYSA through their membership in affiliated associations;
- b) affiliate and associate associations engaged in amateur youth soccer within the state of North Carolina; and,
- c) duly elected or appointed Officers of the NCYSA.

Bylaw 202. Membership Categories

The NCYSA shall have the following categories of association membership:

1. Affiliate
2. Associate

Bylaw 203. Admission to Membership

Section 1. An association desiring to become a member of the NCYSA shall submit a written application for membership to the NCYSA Chair of the Membership Committee. The applicant shall specify the category of membership being applied for. The applicant shall include copies of its charter or articles of incorporation, 501(c)(3) status verification, bylaws, rules, regulations, any rules of play, and other governing documents appropriate to understanding the structure and activities of the association. The NCYSA shall prescribe the number of copies of each document to be submitted.

Section 2. An Association desiring to become a member of the NCYSA shall comply with NCYSA Bylaw 103 Section 3 and USSF Bylaws 212 and 213.

Section 3. The NCYSA Membership Committee, after determining compliance, shall refer an application to be a member to the NCYSA Board of Directors for consideration. The NCYSA Board of Directors shall determine whether the applicant complies with the NCYSA Bylaws, policies, and requirements of the NCYSA for the membership category applied for. If the applicant does comply, the NCYSA Board of Directors may admit the applicant to full membership of the NCYSA by majority vote. If the applicant does not comply, the NCYSA Board of Directors may (1) recommend the applicant for provisional

membership if appropriate, or (2) may reject the applicant from membership into the NCYSA.

Bylaw 204. General Responsibilities

Section 1. All members shall agree to be bound by the NCYSA Articles of Incorporation, Bylaws, Rules and other operating guidelines. In any matters of dispute, conflict or judicial, no member, shall engage the services of any lawyer or attorney until all avenues of approach of the judicial procedures are exhausted through the regular channels of the NCYSA, USSF, USYSA, FIFA.

- a) Discipline and Appeals Committee. The Chair of the Discipline and Appeals Committee shall be appointed by the President of NCYSA subject to approval of the Board of Directors. The Discipline and Appeals Committee shall consist of a Discipline and Appeals certified representative from each affiliate and associate association.
- b) Upon receipt of a complaint alleging violation of NCYSA Rules and Regulations or Bylaws by an individual member by the Discipline and Appeals Administrator the NCYSA Hearing Procedure, as outlined in the Discipline and Appeals Handbook Section 5. Rule 2. Discipline and Appeals, will be followed. Part 7. Hearing Procedures will be followed in accordance with USSF Bylaw 701. Hearing Procedures which all members are bound by.
- c) Upon receipt by the Chair of the Discipline and Appeals Committee of any complaint by one member organization against another member organization or by any other entity against a member organization that said member organization has violated any Rule, Regulation, Bylaw or other procedure of NCYSA, USYSA or USSF, the NCYSA Dispute and Grievances By or Among Organization Members, as outlined in NCYSA Discipline and Appeals Handbook Section 5 Rule 2, will be followed. Disputes and Grievances will be followed in accordance with USSF Bylaw 704 which all members are bound to.
 - For all appeals from any decision rendered under the Authority of the Discipline and Appeals Committee, the Appeals Procedure will be followed in accordance with USSF Bylaw 705 which all members are bound to.

Section 2. Member associations shall be responsible for the conduct of, but not limited to, players, parents/guardians, coaches, referees, administrators, and officials under their jurisdiction and shall insure that their action on and off the field does not bring disfavor upon the NCYSA.

Section 3. Member associations shall ensure that their Bylaws, rules, and other operating guidelines not conflict with those of the NCYSA, the USSF, FIFA, CONCACAF nor the USYSA.

Section 4. All member associations, their players, parents/guardians, coaches, referees, administrators, and officials, shall abide by the NCYSA Articles of Incorporation, Bylaws, or other operating guidelines, those of the USSF, FIFA, CONCACAF and those of the USYSA.

Section 5. All member associations of the **NCYSA seeking to remain active and in good standing with** NCYSA will renew their membership yearly by May 1st and shall submit annually, the following:

- a) A properly completed Membership Renewal Application.
- b) Appropriate membership renewal fee.
- c) Any additional outstanding fees and/or fines.

- d) Register of all players, coaches, and teams in accordance with current NCYSA registration procedures.
- e) Copies of its Articles of Incorporation, Bylaws, rules, and other operating guidelines, noting any changes effected during the previous year.
- f) Association board members must complete a risk management registration and be submitted for a background check or be currently approved in the NCYSA Risk Management Program.

Items (a) (b) (c) (e) and (f) are due by May 1st.

Failure to renew by May 1st will result in the following actions taking place.

1. Player registration, permission to travel, classic fall scheduling, tournament hosting, and NCYSA insurance benefits for the new seasonal year will NOT be allowed or processed until the renewal is complete.
2. Non-renewed associations will NOT be allowed to vote at any meeting of the NCYSA.
3. If renewal applications are not completed by May 1st, NCYSA will send notification to the delinquent associations on the 1st business day after May 1st informing said associations of their tardiness.
4. If renewal applications are not completed by May 15th, **and a request for inactive status has not been received by such date**, NCYSA will send notification to each member of the Executive Board of the delinquent associations advising them their association has not completed the renewal process and if not completed by June 1, said association will be fined \$1000.
5. Associations, whose renewal applications are not completed by June 1st will be assessed the \$1000 fine.
6. A final notification will be sent to all delinquent associations on or before July 1st.
7. Any and all associations that have not renewed (applications complete) their NCYSA Membership by August 1st will be considered a Non-NCYSA member and will be required to re-apply as a new member of NCYSA, **unless currently on approved inactive status in accordance with Section 6 below**.
8. All outstanding fees and fines must be paid in full prior to a renewal application being considered complete.

(Section 5 revised by vote of the BOD at the Jan. 2008 AGM)

Section 6. Any Member may submit a request for status as an 'inactive Member' for the upcoming year by sending a written request to NCYSA by May 15th of the current year. Such request must specify the reasons for seeking inactive status, and may be approved or denied in the sole discretion of the Executive Board of NCYSA. Once approved, Inactive Members shall have the right to remain inactive for up to three years. If such Inactive Member does not reinstate its membership within three years of becoming inactive, it will be required to re-apply as a new member of NCYSA before again becoming an active Member. Any Member who is currently on inactive status shall not have the right to vote on any matter brought before the membership or the full Board of Directors, and shall not be permitted to participate in any NCYSA sponsored events or programs. Any Member association receiving inactive status shall not do so again in any given ten (10) year period. A Ten (10) year period begins on the date of initial approval from the NCYSA Executive Board.

Section 7. Falsification of records shall be grounds for disciplinary action, including possible suspension, by the NCYSA.

Section 8. A plea of ignorance to the Articles of Incorporation, Bylaws, Rules and operating guidelines of the NCYSA, the FIFA, CONCACAF, the USSF and the USYSA is not sufficient cause.

Section 9. Litigation

a) No Organization Member, official, league, club, team, player, coach, parent/guardian, administrator or referee may invoke the aid of the courts in the United States or of a State without first exhausting all available remedies within the appropriate soccer organization, and as provided within the Federation. This bylaw does not apply to the commencement of an arbitration proceeding under these bylaws or the USOC Constitution and Bylaws or the enforcement of a decision rendered in such a proceeding. b) For a violation of this bylaw, the offending party shall be subject to suspension and fines, and shall be liable to North Carolina Youth Soccer Association for all expenses incurred by the North Carolina youth Soccer Association and its officers in defending each court action, including but not limited to the following:

1. court costs.
2. attorney's fees.
3. reasonable compensation for time spent by North Carolina Youth Soccer Association officials and employees in responding to and defending against allegations in the action, including responses and court appearances.
4. travel expenses.
5. expenses for holding special Executive Board and Board of Directors meetings necessitated by the court action.

Bylaw 205 Fees

Section 1. Annual fees for player and team registrations are due at the time of registration with NCYSA, unless otherwise provided for by the NCYSA Board of Directors.

Section 2. Annual association membership fees are due on or before May 1st prior to the seasonal year, unless otherwise provided for by the NCYSA Board of Directors.

Section 3. Additional financial liability

No additional assessments against member associations shall be levied during a fiscal year without the approval of a two-thirds (2/3) majority of the NCYSA Board of Directors. Any assessment levied against members or associate members must be in proportion to the recorded number of players registered as of the date of the assessment approval. These assessments must be paid within forty-five (45) days following their approval.

Subpart B—Membership Categories

Bylaw 221. Affiliate Member Association

Section 1. Specific Rights and Privileges

Upon approval of admission as an affiliate member association of the NCYSA, members shall enjoy all rights and privileges that are granted in the NCYSA Articles of Incorporation, Bylaws, the Rules, and in other operating guidelines. Key among these rights and privileges, but not limited to these, are:

- a) the right to address the NCYSA at regular or special NCYSA Board of Director meetings, the right to vote on business before the NCYSA;
- b) the right to introduce business before the NCYSA; and,
- c) the right to seek redress for any grievance.

Section 2. Each member association shall elect one representative (herein after defined as the President of the member association) to the NCYSA Board of Directors, and this President shall have the right to attend all regular or special meetings of the NCYSA Board of Directors and all Playing Division Council meetings and certain committees meetings of the NCYSA Board of Directors.

Section 3. Member associations shall have the jurisdiction, control, and duty to supervise all activities of youth soccer involving properly registered teams within their association as approved by the NCYSA Board of Directors.

Section 4. Qualifications

- a) An association applying for membership must have at least four (4) teams, or 75 players to register with NCYSA, or must demonstrate the potential for conducting balanced play in age groups up to under 14 without assistance from neighboring associations.
- b) All associations applying for membership shall have a ratio of a minimum of 60 percent recreation players to a maximum of 40 percent non-recreation players at the time said association applies for membership. (NCYSA Youth Academy registration numbers will be included with Recreation Registration numbers for the purpose of determining the 60/40 ratio.)
- c) All associations applying for new membership will register with NCYSA a minimum of 60 percent recreation players to a maximum of 40 percent non-recreation players in the 1st season of participation after membership is granted. Failure to meet these requirements for membership could result in said association being placed in bad standing with NCYSA.
(Section 4 modified by BOD at Jan 2009 AGM)

Section 5. Information

Information regarding the previous seasonal year, both fall and spring seasons, shall be used by the NCYSA to determine if an applicant meets the qualification requirements for the new year.

Section 6. Approval

Approval of membership shall be by majority vote of the NCYSA Directors present at a regular or special meeting of the NCYSA Board of Directors.

Section 7. Association Presidents

a) Election

For the purposes of transacting business, each affiliated member association shall elect one (1) President from its membership who shall represent, act for, and be the sole voting representative of that member association at all regular or special meetings of the NCYSA Board of Directors. No other persons, unless duly authorized by proxy from the affiliated member association introduce business, or vote on any business before the NCYSA Board of Directors.

b) Responsibilities

Presidents shall be knowledgeable of the feelings and policy of their membership, and should transact business to the best of their abilities and to duly represent their constituency; Presidents are encouraged to attend all regularly scheduled NCYSA Board of Directors meeting during each seasonal year. Presidents are required to attend the mandatory Presidents meeting yearly. Presidents are required to provide the NCYSA with a current electronic address for communication.

c) Conflict of interest

A President may not serve concurrently as a President and as an Officer of the NCYSA. If a President is elected as an Officer of the NCYSA and accepts to serve,

then the President shall immediately resign their position as the member association President, and upon so doing, shall assume the duties for which elected. Upon resignation of the President, the affected association shall elect or appoint another person to serve as the new President for that association.

Section 8. Provisional Membership

- a) Provisional membership may be granted to associations to promote and foster the purpose of the NCYSA.
- b) Provisional membership shall be granted by the NCYSA under two conditions:
 1. When an association meets all requirements of the NCYSA for new associations, but wishes to affiliate prior to the next regularly scheduled meeting of the NCYSA Board of Directors, provisional membership shall be granted by a simple majority vote of the Officers present at a meeting of the NCYSA Executive Board of Directors; and,
 2. When an association does not meet all of the requirements of the NCYSA for new associations, provisional membership shall be granted by simple majority vote at a regular or special meeting of the NCYSA Board of Directors; and shall be granted only under the following special conditions, and only on the condition that the applying association be able to, in good faith, show plans for the definition and implement of programs and activities to rectify the condition:
 - (a) During the initial formation period of the association, in order to assist and facilitate said formation;
 - (b) Lack of sufficient players and/or teams existing within the association; or,
 - (c) Lack of the sixty percent (60%) recreation players.
- c) A provisional member may affiliate as a full member association once its program and activities satisfy the minimum requirements as set forth above.

Bylaw 222. Associate Member

Section 1. Specific Rights and Privileges

Associate membership shall be extended to any group, association, club, or person requesting such membership and who is active in promoting and fostering the purpose of the NCYSA but is not registering players. Associate members may attend regular or special meetings of the NCYSA Board of Directors, but may not introduce nor vote on any business before the NCYSA.

Section 2. Associate members must abide by the NCYSA Articles of Incorporation, Bylaws, Rules and operating guidelines, and of those of the FIFA, CONCACAF, USSF and USYSA, and are responsible for the conduct members.

Section 3. Qualifications

An applicant requesting Associate Membership shall submit:

- a) a completed NCYSA application for affiliation for associate membership; and,
- b) association membership fee in the amount established by the NCYSA Board of Directors.

Section 4. Approval

Approval of associate membership shall be by simple majority vote of the Directors present at a regular or special meeting of the NCYSA Board of Directors.

Subpart C—Suspensions, Fines, Terminations

Bylaw 231. Continuation of membership

Section 1. Any member association in good standing with the NCYSA and having fulfilled all of its financial obligations to the NCYSA is entitled to participate in the business of the NCYSA or any of its affiliated programs.

Section 2. If a member association is in arrears of its financial obligations to the NCYSA or is not in good standing with the NCYSA, it shall not be entitled to participate in the business of the NCYSA and its individual teams and/or players are ineligible for participation in any NCYSA, USSF, FIFA, CONCACAF or USYSA activities.

Bylaw 232. Discontinuation of membership

Section 1. Member associations failing or refusing to follow the NCYSA Articles of Incorporation, Bylaws, Rules or other operating guidelines, or who having been found guilty of attempting to circumvent a decision rendered by the NCYSA, or to seriously damage the interests of the NCYSA, shall face suspension or expulsion or other appropriate sanction as deemed applicable by the NCYSA.

Section 2. Notification of any sanction shall be made in writing with a thirty (30) day notice. A motion for suspension or expulsion shall require a two-thirds (2/3) majority vote of the NCYSA Board of Directors present.

PART III. NCYSA Board of Directors

Bylaw 301. Authority

Section 1. The governing authority of the NCYSA shall be vested with the NCYSA Board of Directors, and it shall have as its members all of the affiliated member association Presidents duly elected by their affiliated member associations and the duly elected Officers of the NCYSA.

Section 2. The NCYSA Board of Directors shall be governed by the NCYSA Articles of Incorporation, Bylaws, Rules and other operating guidelines except when these are in conflict with applicable statutes of the State of North Carolina and where these are not superseded by those of the FIFA, CONCACAF, USSF and USYSA. Its duties shall be to act on all matters of the NCYSA.

Section 3. The NCYSA Board of Directors or their designee (by proxy) shall have the following authority:

- a) Determination and acceptance (approval, and suspension or expulsion) of membership in the NCYSA;
- b) Election at the Annual General Meeting (AGM) of the NCYSA Officers;
- c) Establishment, approval, and management of the NCYSA annual budget and supplementary budget items;
- d) Proposal and approval of changes or amendments to the NCYSA Articles of Incorporation, Bylaws, Rules, and other operating guidelines;
- e) Establishment of all NCYSA fees;
- f) Establishment of geographic areas of administrative jurisdiction of its member associations;
- g) Establishment of criteria for approval of inter-association play;
- h) Removal of NCYSA Officers due to detrimental action or neglect of accepted duties and responsibilities. Exceptions to neglect:
 1. illness of less than thirty (30) days; and,

2. extended absence from home caused by employment (this is to be explained to the NCYSA Board of Directors thirty (30) days prior to departure or as soon as notified of the trip).
- i) Oversight appeals to the NCYSA Board of Directors;
- j) Filling vacancies of Officer positions;
- k) Enforcement of the Articles of Incorporation, Bylaws, Rules and other operating guidelines of the NCYSA, and those of FIFA, CONCACAF, USSF, and USYSA;
- l) Providing for the timely resolution of conflicts, disputes and controversies among NCYSA member associations and its members;
- m) Sanctioning of all tournaments except such tournaments conducted by member associations exclusively for their own membership or their designee;
- n) Approval of inter-state and international play teams of the NCYSA or their designee;
- o) Approval of formation of NCYSA State Select teams or their designee;
- p) Establishment and administration of the following playing levels of competition:
 - 1. Recreation:**
 - (a) Where the use of tryouts, invitations, recruiting or any like process to roster players selectively to any team on the basis of talent or ability is prohibited;
 - (b) The organization administering the association accepts as participants in the association any and all eligible youths (subject to reasonable terms of registration);
 - (c) A system of rostering players is employed for the purpose of creating a fair or balanced distribution of playing talent among all teams participating; and,
 - (d) Association rules require that each player play an equal amount of time of each game except for reasons of injury, illness or discipline.
 - 2. Challenge:**
 - (a) Where the use of tryouts, invitations, or any like process to roster players selectively to any team on the basis of talent or ability is permitted as provided for in the NCYSA Rules;
 - (b) The organization administering the association accepts as participants in the association any and all eligible youths (subject to reasonable terms or registration); and,
 - (c) One or more association or Scheduling League rules restrict the manner in which players may be rostered to participating teams.
 - 3. Classic:**
 - (a) Where the use of tryouts, invitations, or any like process to roster players selectively to any team on the basis of talent or ability is permitted as provided for in the NCYSA Rules; and,
 - (b) one or more NCYSA rules restrict the manner in which players may be rostered to participating teams.
- q) Establishment and administration of Challenge Scheduling Leagues.

Bylaw 302. Meetings of the NCYSA Board of Directors

Section 1. There shall be three (3) types of meetings of the NCYSA Board of Directors:

1. Annual General Meeting (AGM)
2. Regular or special meetings
3. Every member association of NCYSA shall be required to send their President or his/her designate to a yearly mandatory Presidents' meeting.

Section 2. There shall be an Annual General Meeting (AGM) of the NCYSA Board of Directors during each seasonal year and which shall have the primary purpose of electing the Officers of the NCYSA, adopting amendments to the Bylaws, establishing fees, approving the budget and other business as is necessary.

Section 3. In addition to the AGM, the NCYSA President shall call a semi-annual meeting of the NCYSA Board of Directors and shall call special meeting of the NCYSA Board of Directors as needed to conduct the business of the NCYSA.

Bylaw 303. Quorum

Section 1. A quorum at all meeting of the NCYSA Board of Directors shall consist of the President or the Executive Vice President, one-half (1/2) of the remaining officers, and ten percent (10%) of all existing member association Directors either present at the meeting or represented by proxy.

Bylaw 304. Voting

Section 1. Weighted Voting

Weighted voting for affiliated Member Association Presidents (or their designee by proxy) at the AGM and NCYSA Board of Directors semi-annual and special meetings is as follows:

# of Association players registered with NCYSA	# votes
1-2,000	1
2,001 - 4,000	2
4,001 - 6,000	3
6,001 - 8,000	4
8,001 - 10,000	5
10,001 - 12,000	6
12,001 +	7

Section 2. The vote of the NCYSA President shall be cast only in the event of a tie.

Section 3. Proxy

- a) If an affiliated President will not be attending a meeting, then the affiliate member association may identify in writing, by proxy, letter or fax, signed by the President of the member association, a person to represent and vote for the association at meetings at which the association is not able to have the President in attendance;
- b) Said written proxy to be received by the NCYSA State Office no later than thirty (30) minutes preceding the meeting or to be delivered to the NCYSA Secretary (or presiding officer) no later than the beginning of the meeting;
- c) A single person may only hold a maximum of four (4) individual association proxies. (A person representing an affiliated association by proxy can hold that proxy plus three (3) additional individual association proxies); and,
- d) No Officer or staff member of the NCYSA shall hold a proxy vote.

Bylaw 305. Annual General Meeting

Section 1. Notification shall be mailed or sent electronically by the Secretary or his/her designee to all affiliated member association Presidents (including provisional members), Officers of the NCYSA, and associate members no less than thirty (30) days prior to the AGM.

Section 2. Minutes of the meeting shall be recorded, published, and distributed to all member association Presidents (including provisional members), Officers of the NCYSA, and associate members no less than thirty (30) days after the meeting.

Section 3. Order of Business at AGM

The order of business for the annual general meeting shall be as follows:

- Call to order
- Credentials Committee report
- Minutes of previous meeting
- Reports
 - Officers
 - Committees
- Unfinished business
- Proposals for amendments to the Bylaws
- New Business
 - Approval of the annual budget
- Election of Officers
- Adjournment

Section 4. All Officers and Committee Chairpersons shall submit a report of their respective activities no later than one (1) month prior to the AGM for inclusion in the NCYSA Annual Report.

Bylaw 306. Semi-Annual or Special Meetings of the NCYSA Board of Directors

Section 1. Notification shall be mailed or sent electronically by the Secretary or his/her designee to all affiliated member association Presidents (including provisional members), Officers of the NCYSA, and associate members no less than thirty (30) days prior to the AGM.

Section 2. Minutes of the meeting shall be recorded, published, and distributed to all member association Presidents (including provisional members), Officers of the NCYSA, and associate members no less than thirty (30) days after the meeting.

**PART IV—OFFICERS, EXECUTIVE BOARD OF DIRECTORS,
and COMMITTEES**

Subpart A—Officers

Bylaw 401. Officers of the NCYSA

The Officers of the NCYSA shall be a President, an Executive Vice President, a Secretary, a Treasurer, a Vice President of Recreation, a Vice President of Challenge, a Vice President of Classic, a Vice President of Player and Coaching Development, and a Vice President of Tournaments and Travel.

Bylaw 402. Election of Officers

Section 1. An NCYSA Nominating Committee, appointed by the NCYSA President and approved by the NCYSA Board of Directors, shall formally present a slate of candidates at the AGM.

Section 2. Officers of the NCYSA shall only be elected at the NCYSA AGM by the NCYSA Board of Directors. Officers of the NCYSA shall be voted for separately by ballot, and shall be elected upon a simple majority vote.

Section 3. The following Officers shall be elected in odd calendar years and shall serve for a period of two (2) successive years:

President
Secretary
Vice President of Tournaments and Travel
Vice President of Classic
Vice President of Player and Coaching Development

Section 4. The following officers shall be elected in even calendar years and shall serve for a period of two (2) successive years:

Executive Vice President
Treasurer
Vice President of Recreation
Vice President of Challenge

Section 5. The Annual General Meeting shall be held between the fall and the spring playing seasons in conjunction with the NCYSA Showcase and Workshops. The officers elected as that time shall assume their position(s) immediately following adjournment of the Annual General Meeting.

Bylaw 403. Eligibility for Office

No Officer of the NCYSA shall:

- (a) hold office with any member association of the NCYSA; or,
- (b) be a paid employee or compensated agent of any member of the NCYSA (a compensated agent refers to a person receiving fees for services rendered, not a person who is compensated for expenses incurred in order to fulfill official duties in connection with the business of the NCYSA.

Bylaw 404. Vacancies

Section 1. President: In the event that the President becomes unable to fulfill their duties or resigns, the Executive Vice President shall succeed to the Presidency. Should the Executive Vice President become unable or resigns, the Vice President of Recreation shall be next in line. Should the Vice President of Recreation not be available or become unable or resign, then the Secretary shall be next in line to succeed to the Presidency. If the Secretary becomes unable or resigns, then the Treasurer shall become acting President, and a meeting of the NCYSA Board of Directors shall be called to fill the position left open by the succession.

Section 2. Other Vacancies

It shall be the responsibility of the President to appoint interim Officers subject to the approval of the NCYSA Board of Directors.

Bylaw 405. Duties of the Officers

Section 1. The President shall be the Chief Executive Officer of the NCYSA and shall have the following duties:

- a) Preside at all meetings of the NCYSA Board of Directors and of the NCYSA Executive Board of Directors;
- b) Oversee all activities of the NCYSA;
- c) Be the representative of the NCYSA to the USSF, National Youth Council and the USYSA, which duty may be delegated, subject to the approval of the NCYSA Board of Directors;
- d) Be the general representative of NCYSA in all matters;
- e) Appoint, subject to the approval of the NCYSA Board of Directors, all standing, special, or select committees and chairs thereof, as the needs of NCYSA may indicate;
- f) Sign orders on the treasury;
- g) Chair a Risk Management hearing (In the absence of the President, the Executive Board will elect a member to chair the meeting);
- h) Chair an appeal of VP or Committee Chair decision;
- i) Shall appoint and have oversight of the office of the State Registrar
- j) Sits on the NC Soccer Hall of Fame Board of Directors and,
- k) Serve as an ex officio member of all NCYSA committees.

Section 2. The Executive Vice President shall assist the President in all business of the NCYSA, become the acting President in the absence of the President, and succeed to the Presidency if that office becomes vacant during mid-term for any reason.

In addition, the Executive Vice President shall have the following duties:

- a) Oversight of NCYSA Office operations and personnel;
- b) Be the Chair of the Planning Committee;
- c) Be the Chair of the Insurance/Maintenance Committee;
- d) Serve on the Budget Committee; and,
- e) Chair an appeal of VP or Committee Chair decision in the absence of or upon request of the President.

Section 3. The Secretary shall have the following duties:

- a) Attend all meetings of the NCYSA Board of Directors, and all meetings of the NCYSA Executive Board of Directors;
- b) Maintain a roll of all individuals at the meetings;
- c) Record and publish all minutes of meetings as set forth in these Bylaws;
- d) Ensure proper notice of all NCYSA Board of Director and NCYSA Executive Board of Directors meetings are duly given to all members as set forth in these Bylaws;
- e) Provide an agenda to all members for all meetings of the NCYSA Board of Directors, and all meetings of the NCYSA Executive Board of Directors;
- f) Compile and publish the NCYSA directory and annual report to be delivered to the all members at the AGM.

Section 3. The Treasurer shall have the following duties:

- a) Manage the keeping of full and accurate accounts of receipts and disbursements of the NCYSA;
- b) Manage the disbursements for items that are contained in the NCYSA Budget;
- c) Deposit all monies of the NCYSA in a chartered bank in the name of NCYSA;
- d) Provide properly authorized disbursements of NCYSA budgeted funds and sign orders on the treasury.
- e) Provide a complete and detailed written report showing all NCYSA financial activities.

- f) Preparation, with the assistance of the Officers of the NCYSA and NCYSA Board of Directors, of the proposed budget for the next fiscal year;
- g) Submit an audited financial statement for the prior fiscal year thirty (30) days in advance of the AGM;
- h) Manage the coordination of the preparation of information needed by the certified public accountant in preparing the audited annual financial statement; and,
- i) Serve as the chair of the Budget Committee and a member of the Planning Committee.

Section 4. The Vice President of Recreation shall have the following duties:

- a) Administer and oversee all matters of the NCYSA with regard to the playing of the game of soccer in the State of North Carolina as it pertains to recreation soccer, except where specifically provided for in these Bylaws;
- b) Be responsible for the Rules and other operating guidelines pertaining to recreation soccer as published in the *Recreation Rules* and the *Recreation Handbook*, and provide for the publication and dissemination of these documents to all Officers of the NCYSA, affiliated member associations, provisional members, associate members, and other interested parties;
- c) Be the presiding officer at all meetings of the Recreation Council; and,
- d) Serve as a member of the Budget Committee and of the Planning Committee.

Section 5. The Vice President of Challenge shall have the following duties:

- a) Administer and oversee all matters of the NCYSA with regard to the playing of the game of soccer in the State of North Carolina as it pertains to challenge soccer, except where specifically provided for in these Bylaws;
- b) Be responsible for the Rules and other operating guidelines pertaining to challenge soccer as published in the *Challenge Rules* and the *Challenge Handbook*, and provide for the publication and dissemination of these documents to all Officers of the NCYSA, affiliated member associations, provisional members, associate members, and other interested parties;
- c) Be the presiding officer at all meetings of the Challenge Council; and,
- d) Serve as member of the Budget Committee and of the Planning Committee.

Section 7. The Vice President of Classic shall have the following duties:

- a) Administer and oversee all matters of the NCYSA with regard to the playing of the game of soccer in the State of North Carolina as it pertains to classic soccer, except where specifically provided for in these Bylaws;;
- b) Be responsible for the Rules and other operating guidelines pertaining to classic soccer as published in the *Classic Rules* and the *Classic Handbook*, and provide for the publication and dissemination of these documents to all Officers of the NCYSA, affiliated member associations, provisional members, associate members, and other interested parties;
- c) Be the presiding officer at all meetings of the Classic Council; and,
- d) Serve as member of the Budget Committee and of the Planning Committee.

Section 8. The Vice President of Player and Coaching Development shall have the following duties:

- a) Serves as Chairman of the NCYSA Youth Academy developmental program.
- b) Serves as Chair of the State Select/Olympic Development Program Standing Committee.

- c) Administer and oversee all matters of the NCYSA with regard to the playing of the game of soccer in the State of North Carolina as it pertains to State Select/ODP soccer, except where specifically provided for in these Bylaws;
- d) Be responsible for the Rules and other operating guidelines pertaining to State Select soccer as published in the *State Select Rules* and the *State Select Handbook*, and provide for the publication and dissemination of these documents to all Officers of the NCYSA, affiliated member associations, provisional members, associate members, and other interested parties;
- e) Shall be responsible for determining scholarship recipients for the State Select/ODP program.
- f) Oversight of the NCYSA Technical Director and Assistant Technical Director in coordination with the Executive Director.
- g) Oversight of the Coaching Education Program and the selection and training of instructors.
- h) Stay current with the best practices in coaching and player development, with sound fiscal responsibility.

Section 9. The Vice President of Tournaments and Travel shall have the following duties:

- a) Responsible for the implementation and oversight of all NCYSA sponsored tournaments, State Cup Series and Festivals;
- b) To appoint four (4) Cup Series Directors (one for each of Recreation, Challenge, Classic Cups and Festivals), subject to the approval of the NCYSA Board of Directors, who shall assist the Vice President in implementing and overseeing the State Cup Series; and,
- c) Sanction inter-association and inter-state tournaments/friendlies played in the State of North Carolina. Will adhere to the rules set forth for restricted and unrestricted tournaments; and,
- d) Oversight of Permission to Travel sanctioning for NCYSA teams traveling out of state or internationally.

Note: Governance of the Recreation Cup and Challenge Cup is the responsibility of the respective councils.

Subpart B--NCYSA Executive Board of Directors

Bylaw 411. General Authority and Responsibilities

Section 1. The NCYSA shall have an Executive Board of Directors.

Section 2. The Executive Board of Directors shall have the same authority as the NCYSA Board of Directors (to administer and operate all matters of the NCYSA) between NCYSA Board of Directors meetings.

Section 3. All actions by the NCYSA Executive Board of Directors shall be reported to the NCYSA Board of Directors and shall be ratified by the NCYSA Board of Directors at the next regularly scheduled meeting of the NCYSA Board of Directors after such actions have been taken by the Executive Board of Directors.

Section 4. The Executive Board shall hear the appeal of a Risk Management termination act.

Section 5. The Executive Board shall hear the appeal of a decision of an NCYSA officer or Committee Chair.

Bylaw 412. Composition

The NCYSA Executive Board of Directors (hereinafter referred to as Executive Board) shall have as its members the Officers of the NCYSA. The State Youth Referee Administrator, as appointed by the President will be a non-voting member of the Executive Board.

Bylaw 413. Meetings

Section 1. The President may call Executive Board meetings as needed.

Section 2. The President may call an emergency meeting of the Executive Board and hold same through a conference telephone call. Pursuant to the GS Chapter 55A, North Carolina Nonprofit Corporation Act and GS Chapter 66, Commerce and Business the Executive Board may at its sole discretion, conduct meetings, consider and vote electronically when deemed necessary by electronic means.

Section 3. Actions of the meeting shall be recorded, published, and distributed to all member associations Directors (including provisional members), Officers of the NCYSA, and associate members no less than thirty (30) days after the meeting.

Section 4. Each Officer has one vote.

Section 5. A quorum shall consist of at least the President or the Executive Vice President and fifty percent (50%) of the remaining officers.

Section 6. Actions by the Executive Board shall require the affirmative vote of the majority of the members of the Executive Board.

Section 7. Any Officer being absent without cause for three (3) consecutive meetings of the NCYSA Board of Directors and/or the NCYSA Executive Board of Directors , or being negligent in duties of the NCYSA, shall be subject to suspension or removal by the NCYSA Board of Directors.

Subpart C—Standing and Special Committees

Bylaw 421. Standing and Special Committees

Section 1. Standing and Special committees of the NCYSA shall be established as required to satisfy the needs of the NCYSA for timely and orderly implementation of its purpose.

Section 2. Committee activities shall be based upon approved budget items or upon additional items or expenditures approved by the NCYSA Board of Directors.

Section 3. Standing Committees

- a) The NCYSA President shall appoint, subject to the approval of the NCYSA Board of Directors by not later than the first Board meeting after the AGM, the following standing committees:
 1. Budget
 2. Planning

3. Risk Management
4. Discipline and Appeals
5. Awards
6. Membership
7. State Select/Olympic Development Program (ODP)
8. NCYSA Youth Academy
9. Registration
10. Classic Promotion and Relegation
11. Region III Premier League

The President shall appoint the chairs of the standing committees.

- b) The NCYSA Board of Directors shall prescribe the responsibilities of each of the standing committees.
- c) The Chairs of each standing committee may appoint a vice-chair subject to approval of the Executive Board.

Section 4. Special Committees

- a) The NCYSA President, subject to the approval of the NCYSA Board of Directors, shall establish special committees as the President considers necessary, prescribe the responsibilities of each of those committees, and appoint members to each of the committees.
- b) The NCYSA President shall name the chairs of special committees from among the members of the committee.

Section 5. No paid employee of the NCYSA shall be appointed as a voting member to any NCYSA committee.

Part V—Administrative

Subpart A. Finances

Bylaw 501. The NCYSA shall be a non-profit corporation, and shall seek state and federal tax-exempt status separate from the USSF.

Bylaw 502. NCYSA Budget

Section 1. The NCYSA Treasurer, with the assistance the NCYSA Budget Committee and of the NCYSA Executive Board of Directors, shall prepare a proposed budget for the next fiscal year. The proposed budget shall be submitted to the NCYSA Board of Directors at least thirty (30) days prior to the meeting at which it shall be adopted.

Section 2. The NCYSA Board of Directors shall approve the NCYSA Budget at the AGM. Copies of the proposed and approved NCYSA budget, by line item, shall be distributed to the NCYSA Board of Directors and member associations.

Section 3. The approved NCYSA budget shall be limited for any given year to the expected income for that year, and shall include no less than a five percent (5%) contingency fund each year.

Bylaw 503. Audit

Section 1. The financial records and accounts maintained by the NCYSA Treasurer and/or any moneyed accounts of the NCYSA shall be audited after the conclusion each fiscal year.

Section 2. No member of the NCYSA Board of Directors shall act as an auditor.

Bylaw 504. Current Fiscal Year Report

A current fiscal year statement of income and disbursement shall be included in the annual report.

Subpart B-Miscellaneous

Bylaw 511. Indemnification

All Officers, Presidents, and committee members of the NCYSA shall be covered by the NCYSA against personal liability claims for performing acts and duties directly related to matters of the NCYSA.

Bylaw 512. Records of the Association

Section 1. The NCYSA shall maintain adequate and accurate accounts, books, and records of its business.

Section 2. All such accounts, books, and records shall be kept at its principle place of business.

Section 3. All accounts, books, and records shall be open to inspection for the Officers of the NCYSA, Presidents, and other members of the corporation in the manner provided for in the Non-Profit Statues of the State of North Carolina.

Part VI--Councils

Bylaw 601. Councils

The governing authorities for all matters dealing with the actual playing of the game of soccer shall reside in three (3) councils: Recreation, Challenge, and Classic.

Bylaw 602. Membership

Each Council shall have as its members the appropriate Vice President (i.e., Vice President of Recreation, etc) as the presiding officer and duly elected or appointed representatives from each of the affiliated member associations that include that level of play in their association.

Bylaw 603. Duties and limitations of the Councils

The duties and limitations of the Councils are as follows:

- a) The NCYSA Board of Directors, as the overall association governing authority, shall oversee all matters of the playing divisions and shall, as appropriate, ratify or repeal any decision made by the Councils;

- b) The governing authority of each Council must be limited to its defined area of responsibility;
- c) Any matter which comes before a Council, and which impacts the area of responsibility of another council or of an administrative area outside its direct responsibility, shall be presented to the NCYSA Board of Directors as appropriate for consideration and action.

Bylaw 604. Playing Division Council Representatives

Each affiliated member association shall elect or appoint a representative to each council, and shall authorize the representative to act on all matters of the Council.

Bylaw 605. Meetings of the Councils

Section 1. Each Council shall call **two (2)** meetings per seasonal year and any other times as required to conduct the business of the Playing Division.

Section 2. Quorum

A quorum at all meeting of a Council shall consist of the respective Vice President and ten percent (10%) of all existing member association Council Representatives either present at the meeting or represented by proxy.

Section 3. Voting

Weighted voting for all Council meetings shall be as follows:

Recreation Council:

# of players	# votes
1-2,000	1
2,001-4,000	2
4,001 - 7,000 +	3

Challenge Council:

# of players	# votes
1-225	1
226-450	2
over 450	3

Classic Council:

# of teams	# votes
1-15	1
16-30	2
31-45+	3

Section 3. The Council Chair's vote shall be cast only in the event of a tie.

Bylaw 606. Minutes

Minutes of the meeting shall be recorded, published, and distributed to all member associations Directors (including provisional members), Officers of the NCYSA, and associate members no less than thirty (30) days after the meeting.

Bylaw 607. Council Vice-Chair

Section 1. Upon 30 days advance notice, the Vice President of the Council shall appoint, subject to approval by the Council, a vice-chair. Each Council (Recreation, Challenge and Classic) will elect a Vice Chair of the Council.

Section 2. Each Council Vice Chair will function in the absence of their respective Vice President.

Part VII--Amendments

Bylaw 701. Timing

Adoption of proposed amendments to these Bylaws can only be effected at the AGM.

Bylaw 702. Who may propose amendments?

Section 1. Amendments can be made by member association Presidents or by Officers of the NCYSA.

Section 2. Amendments must be made in writing to the NCYSA Secretary at least ninety days (90) days prior to the AGM at which they are to be acted upon.

Bylaw 703. Notification of proposed amendments

The NCYSA Secretary shall notify member association Presidents and Officers of the NCYSA at least sixty (60) days prior to the AGM by electronic notification of proposed amendments to the Bylaws.

Bylaw 704. Adoption

Section 1. An amendment shall be deemed adopted by an affirmative vote of two-thirds (2/3) of the member association Presidents and Officers of the NCYSA present at the AGM.

Section 2. All adopted amendments to the Bylaws shall be in effect from the date of adoption unless stated otherwise in the amendment.

Bylaw 705. Notification of adoption

All adopted amendments to the Bylaws shall be sent, in writing, to all member association Presidents and Officers of the NCYSA within thirty (30) days after adoption.

Bylaw 706. Compliance

Section 1. All Officers of the NCYSA, member associations, provisional members, and associate member associations shall be in compliance with any adopted amendment within thirty (30) days of the set compliance date.

Section 2. Failure to comply with an amendment shall be due reason for sanction, including termination from the NCYSA and all of its programs and activities, and of those of the FIFA, CONCACAF, USSF and the USYSA.